

**U.S. DEPARTMENT OF ENERGY  
NATIONAL NUCLEAR SECURITY ADMINISTRATION  
NEVADA SITE OFFICE**

**NOTICE**

**NV N 473.8**

Approved: 02-25-03

Expires: 02-25-04

**SECOND IMPLEMENTATION POLICY  
FOR NNSA/NSO**

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**INITIATED BY:  
Safeguards and Security Division**

## SECON IMPLEMENTATION POLICY FOR NNSA/NSO

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1. OBJECTIVE. This Notice provides interim implementation guidance for security levels as identified in DOE N 473.8, SECURITY CONDITIONS, and NNSA Policy Letter, INTERIM SECON IMPLEMENTATION, dated 11-14-02, and clarifies communications and initial responses required.
2. APPLICABILITY.
  - a. National Nuclear Security Administration (NNSA) Nevada Site Office (NNSA/NSO) Elements. The provisions of this Notice apply to all NNSA/NSO organizational elements and NNSA Service Center personnel located at NNSA/NSO.
  - b. Contractors. Requirements applicable to NNSA/NSO Performance-Based Management Contractor, Security Services Contractor, National Laboratories, other federal agencies, and other users of NNSA/NSO resources are set forth in the Contractor Requirements Document, Attachment 1.
3. RESPONSIBILITIES.
  - a. NNSA/NSO Emergency Operations Center (EOC). Upon Department of Energy EOC notification of Security Condition (SECON) change, notifies key EOC/Facility personnel. Verifies receipt of SECON recommendation with the Office of Nuclear Safeguards and Security Programs (NA-55).
  - b. Manager.
    - (1) Determines the SECON level for NNSA/NSO facilities and approves all changes to implementation measures.
    - (2) Determines level of operations for NNSA/NSO facilities and approves all changes.
    - (3) Under SECON 2 or above, determines appropriate activation of the NNSA EOC and staffing based on site-specific vulnerabilities and conditions, site risk management decisions, and national security conditions.
    - (4) If it is necessary to implement SECON measures less than those required by DOE N 473.8, approval will be requested of the Administrator through NA-55 in coordination with the Deputy Administrator for Defense Programs (NA-10).

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- (5) If it is necessary to implement SECON measures greater than those required by DOE N 473.8, NA-55 and NA-10 will be notified.
  - (6) When SECON 2 or 1 is implemented, within 48 hours, an initial assessment is made jointly with NA-55 and NA-10 to determine the level of operations allowed for NNSA/NSO. If site-specific operations are required that increase vulnerability to malevolent or terrorist threats, mitigating security measures will be implemented, and NA-55 and NA-10 will be immediately notified. Any changes to level of operations desired will be approved jointly with NA-55 and NA-10.
- c. Assistant Managers. Ensure all federal personnel under their management can promptly implement security measures as described in Attachment 3 of DOE N 473.8.
- d. NNSA/NSO Security Director.
- (1) Prepares NNSA/NSO Generic Implementation Plan that identifies site-specific measures applied at each SECON level and describes significant changes to operational activities occurring at SECON levels 3 through 1. The Manager approves the plan. Provides copies of the approved plan to NA-55 and NA-10. Provides copies of the NNSA/NSO Generic Implementation Plan upon request.
  - (2) Coordinates with the local Federal Bureau of Investigation, law enforcement, and intelligence agencies to obtain an up-to-date site-specific threat assessment for use in implementation plans.
  - (3) Recommends changes to the NNSA/NSO Generic SECON Implementation Plan based on site operations and local threat assessment. When generic plan implementation measures are changed, identifies mitigation strategies for consideration by the Manager, NA-55, and NA-10.
  - (4) Recommends implementation of a higher or lower SECON based on site-specific operations and threat analysis.
  - (5) Ensures all Assistant Managers and heads of laboratory/contractor organizations are aware of SECON measures implemented or changed.

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- (6) At SECON 2 or above, coordinates intelligence information with NA-55.
- (7) Ensures SECON level changes are coordinated with NA-55. Submits deviation requests in accordance with DOE O 470.1.
- e. Contracting Officers. Ensure contractors under their purview prepare to promptly implement security measures described in Attachment 3 of DOE N 473.8 and the NNSA/NSO Generic Implementation Plan.

#### 4. REQUIREMENTS.

- a. Upon initial notification of changes to SECON and confirmation from the Office of Nuclear Safeguards and Security Programs (NA-55), operations will be modified as required.
- b. Under SECON 2 and 1, it is expected that normal operations will cease. The actual level of facility operations will be determined by the Manager through discussions with the appropriate Facility Manager(s).
- c. The implementation of DOE N 473.8, Measure 31 (SECON 2) will be implemented as follows: Initiate 24-hour activation of the NNSA/NSO EOC and staffing as directed by and at the discretion of the Manager.

- 5. CONTACT. For additional information on this Notice contact the Safeguards and Security Division at (702) 295-1533.



Kathleen A. Carlson  
Manager

## SECOND IMPLEMENTATION POLICY FOR NNSA/NSO

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Attachment 1  
1 (and 2)

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### CONTRACTOR REQUIREMENTS DOCUMENT

Contractors, national laboratories, other federal agencies, and other user organizations must:

- Ensure personnel under their management can promptly implement security measures described in Attachment 3 of DOE N 473.8 and the Generic Implementation Guidance.